

**STATE OF LOUISIANA  
DEPARTMENT OF CIVIL SERVICE  
BATON ROUGE, LA.**

July 2, 2009

<p>This public document was published at a total cost of \$0.38. 33 copies of this public document were published in this 1<sup>st</sup> printing at a cost of \$12.52. The total cost of all printings of this document including reprints is \$38. This document was published by the Department of State Civil Service to keep agencies, employees, and other persons informed about the personnel program under authority of Article X of the Louisiana Constitution. This material was printed in accordance with standards for printing by State Agencies established pursuant to R.S. 43:31.</p>
---

**STATE PERSONNEL MANUAL  
TRANSMITTAL SHEET  
NO. 459**

**To: HEADS OF STATE AGENCIES AND PERSONNEL OFFICERS**

**Subject: Changes to the Pay Plan**

**Issue Date: July 2, 2009**

Attached are the changes to the Job Specification Index (Pay Plan) made since Transmittal Sheet 453. Changes are effective July 1, 2009. If there are any questions concerning the subject matter of this Transmittal Sheet, please contact Marianne Covington at (225) 342-8083.

Sincerely,

s/Shannon S. Templet  
Director

**PAY GRADE CHANGES TO THE PAY PLAN**

<b>JOB CODE</b>	<b>JOB TITLE</b>	<b>FROM SCHED</b>	<b>FROM LEVEL</b>	<b>TO SCHED</b>	<b>TO LEVEL</b>
167480	Biologist DCL-B	T	315	T	316
160750	Biologist Program Manager	T	315	T	316
157820	Insurance Manager	A	618	A	619
157810	Insurance Supervisor	A	616	A	617
157760	Insurance Technician 1	A	608	A	609
157770	Insurance Technician 2	A	609	A	610
102710	Marine Dredge Captain	W	217	W	219
160250	Utilities Specialist Supervisor	A	618	A	619
163940	Medical Certification Manager 1	M	521	M	522
163930	Medical Certification Supervisor	M	520	M	521
160280	Utilities Specialist 1	A	613	A	614
160270	Utilities Specialist 2	A	614	A	615
160260	Utilities Specialist 3	A	616	A	617
161230	Tax Commission Administrator	A	622	A	624
160010	Tax Commission Assistant Director	A	619	A	620
160020	Tax Commission Director	A	620	A	622
159980	Tax Commission Specialist 1	A	612	A	613
159990	Tax Commission Specialist 2	A	614	A	615
169360	Tax Commission Specialist 3	A	615	A	616
160000	Tax Commission Supervisor	A	617	A	618
161880	Training and Development Program Manager	A	616	A	617
161890	Training and Development Program Staff Manager 1	A	618	A	619
161850	Training and Development Specialist 1	A	611	A	612
161860	Training and Development Specialist 2	A	612	A	613
161870	Training and Development Specialist 3	A	614	A	615
167810	Wildlife and Fisheries Licensing Analyst 1	A	608	A	609

**NEW JOBS ADDED TO THE PAY PLAN**

<b>JOB CODE</b>	<b>JOB TITLE</b>	<b>PAY SCHED</b>	<b>PAY LEVEL</b>	<b>MIN SAL</b>	<b>MAX SAL</b>
171740	Commercial Assistant Administrator	A	620	\$44,450	\$93,517
172020	Marine Operator 1	W	214	\$28,912	\$59,176
172030	Marine Operator 2	W	215	\$30,930	\$63,315
172040	Marine Operator 3	W	217	\$35,402	\$72,488
171970	Port Manager A	A	615	\$31,678	\$66,685

JOB CODE	JOB TITLE	PAY SCHED	PAY LEVEL	MIN SAL	MAX SAL
171980	Port Manager B	A	617	\$36,275	\$76,336
171990	Port Manager C	A	620	\$44,450	\$93,517
172000	Port Manager D	A	623	\$54,454	\$114,566
171840	Professional Counselor 5	S	416	\$36,275	\$76,336
171850	Professional Counselor 6	S	418	\$41,538	\$87,402
171860	Professional Counselor 7	S	419	\$44,450	\$93,517
171870	Project Analyst 1	T	310	\$34,216	\$68,099
171880	Project Analyst 2	T	311	\$36,608	\$72,862
171890	Project Manager	T	313	\$41,912	\$83,408
171830	RN Compliance Officer	M	521	\$49,525	\$98,904
171750	State Accounting System Assistant Director	A	624	\$58,261	\$122,595
171760	State Accounting System Consultant 1	A	614	\$29,598	\$62,317
171770	State Accounting System Consultant 2	A	616	\$33,904	\$71,344
171780	State Accounting System Consultant 3	A	618	\$38,813	\$81,682
171790	State Accounting System Consultant 4	A	619	\$41,538	\$87,402
171800	State Accounting System Director	A	626	\$66,706	\$140,358
171810	State Accounting System Manager	A	621	\$47,570	\$100,069
171820	State Accounting System Supervisor	A	620	\$44,450	\$93,517

#### JOB TITLE CHANGES

JOB CODE	FROM JOB TITLE	TO JOB TITLE
160770	Biologist Division Administrator	Biologist Administrator
167470	Biologist A- DCL	Biologist DCL-A
167480	Biologist B- DCL	Biologist DCL-B
160760	Biologist Assistant Division Administrator	Biologist Director
165300	Commercial Compliance Specialist 1	Commercial Specialist 1
165310	Commercial Compliance Specialist 2	Commercial Specialist 2

JOB CODE	FROM JOB TITLE	TO JOB TITLE
166410	Commercial Compliance Specialist 3	Commercial Specialist 3
152560	Commercial Compliance Supervisor	Commercial Supervisor
102710	Dredge Captain	Marine Dredge Captain
102950	Marine Chief Engineer 2	Marine Chief Engineer
146200	Marine Engineer 3	Marine Engineer 2
157820	Insurance Compliance Examiner Specialist Manager	Insurance Manager
157780	Insurance Compliance Examiner Specialist 1	Insurance Specialist 1
157790	Insurance Compliance Examiner Specialist 2	Insurance Specialist 2
157800	Insurance Compliance Examiner Specialist 3	Insurance Specialist 3
157810	Insurance Compliance Examiner Specialist Supervisor	Insurance Supervisor
157760	Insurance Compliance Technician 1	Insurance Technician 1
157770	Insurance Compliance Technician 2	Insurance Technician 2
163940	Medical Certification Regional Manager	Medical Certification Manager 1
163960	Medical Certification Program Manager 2	Medical Certification Manager 2
163950	Medical Certification Program Manager 1	Medical Certification Program Manager
154860	PSC Utilities Administrator	Utilities Administrator
160250	PSC Specialist Supervisor	Utilities Specialist Supervisor
160280	PSC Specialist 1	Utilities Specialist 1
160270	PSC Specialist 2	Utilities Specialist 2
160260	PSC Specialist 3	Utilities Specialist 3
167880	Wildlife and Fisheries Licensing Specialist 2	Wildlife and Fisheries Licensing Supervisor

#### MISCELLANEOUS PAY PLAN CHANGES

JOB CODE	JOB TITLE	FROM OCC GROUP	TO OCC GROUP	FROM CAREER FIELD	TO CAREER FIELD	FROM EEO CAT	TO EEO CAT
160160	Business Development Manager	D2	D2	0000	2301	OA	OA
157760	Insurance Technician 1	B2	B2	2202	2211	PA	PA

JOB CODE	JOB TITLE	FROM OCC GROUP	TO OCC GROUP	FROM CAREER FIELD	TO CAREER FIELD	FROM EEO CAT	TO EEO CAT
157770	Insurance Technician 2	B2	B2	2202	2211	PA	PA
154860	Utilities Administrator	F3	F3	4107	4107	OA	PR
162570	Student Financial Aid Supervisor	B1	B3	2101	2101	PR	PR
167850	Wildlife and Fisheries Licensing Director	A1	A1	9999	9999	PR	OA
167860	Wildlife and Fisheries Licensing Manager	A1	A1	9999	9999	OA	PR

#### MANDATORY SUPERVISORY GROUP CHANGES

JOB CODE	JOB TITLE	FROM SUPV GROUP	TO SUPV GROUP
132090	Firetug Chief Engineer	01	00
163960	Medical Certification Program Manager 2	02	01
160010	Tax Commission Assistant Director	01	02

#### JOBS ABOLISHED FROM THE PAY PLAN

JOB CODE	JOB TITLE
159070	Coastal Resources Division Assistant Administrator
148160	Marine Engineering Supervisor
103230	Marine Operator
168980	Pharmacist 5
103650	Printing Finishing Specialist 1
148430	Statewide Accounting System Analyst Trainee
148440	Statewide Accounting System Analyst 1
148450	Statewide Accounting System Analyst 2
152930	Statewide Accounting System Analyst 3
140120	Statewide Accounting System Assistant Director
140110	Statewide Accounting System Director
148460	Statewide Accounting System Manager